

1 Michigan Driver's License Information

You must be licensed to operate a motor vehicle on public streets and highways. This section provides information about the requirements and procedures for obtaining and renewing a Michigan driver's license. The licensing procedures and requirements differ depending on an applicant's age. All applicants must meet requirements listed under General Licensing Requirements.

Michigan Residents

You are considered a Michigan resident if you have a permanent home or employment in Michigan with the intention of remaining in the state.

New Michigan Residents

If you are a licensed driver and you move to Michigan, you must immediately apply for a Michigan driver's license at any Secretary of State office. Your current out-of-state driver's license will be invalidated and returned to you because Michigan law permits drivers to hold only one valid driver's license at a time. If your previous driver's license is suspended or revoked, your application for a Michigan driver's license will be denied or cancelled. You must contact your previous home state to clear any outstanding issues before making another application for a Michigan driver's license.

You will be required to pass a vision test and pay a fee. No other test is required if you are surrendering a valid out-of-state or Canadian operator's license. An application for a Michigan driver's license other than an operator's license, such as a chauffeur's or commercial driver license, will require additional testing.

The Secretary of State will contact your previous home state to obtain your driving record, which then becomes part of your Michigan driving record.

General Licensing Requirements

You must meet certain requirements before a Michigan driver's license can be issued. If you are age 18 or older, you are not required to take driver education, although it is strongly recommended.

Teenagers under age 18 are required to successfully meet the requirements of Michigan's Graduated Driver Licensing (GDL) program before they can be licensed. This requirement is waived if you have had an out-of-state license for more than a year. For more information, please turn to the section about GDL.

You will not be issued a license if you have never been licensed and you have two or more convictions for moving violations on your driving record within the three years before the date you apply. To be eligible to reapply, you must wait until you have no more than one conviction on your driving record within the three years before the date you reapply.

If you are age 18 or older, before you can get a Michigan driver's license you must:

- Present proof of identity.
- Present your Social Security number or sign a waiver stating you have never been issued a Social Security card.
- Present proof of residency, such as a utility bill, bank statement, paycheck stub with your employer's address, tax assessment or professional license.
- Pass a vision test and meet health standards set by the Secretary of State's office.
- Pass a knowledge test.
- Pay the appropriate license fee.
- Complete a minimum 30 days of practice driving on a Temporary Instruction Permit (TIP).
- Pass a road skills test. The road skills test will be administered by an independent testing agency approved by the Secretary of State.

A person with a valid out-of-state driver's license may have the written knowledge and road skills tests as well as the 30-day practice requirements waived. The Secretary of State will contact your previous home state to obtain your driving record, which then becomes part of your Michigan driving record.

If you meet the above requirements, you will be issued a driver's license after paying the appropriate fees.

In some instances, because of medical conditions or other reasons, restrictions may be placed on your driver's license. If any special licensing conditions are required, these conditions or restrictions will be printed on the driver's license.

Drivers licensed for the first time will be placed on probation for a minimum of three years. Please refer to information about Michigan's Probationary License Program in this booklet.

The Driver's License Process

Providing Proof of Identity

The following are accepted as valid proof of identity. Only original documents will be accepted. Photocopies or facsimiles cannot be used. Documents in foreign languages must be translated into English. For more information about translation requirements, contact a Secretary of State branch office.

Primary Group identification documents must show your full name and date of birth. Primary Group documents include items such as a certified birth certificate, a valid driver's license, state identification card, an out-of-state driver's license or identification card, or a passport.

Secondary Group identification documents include items such as a marriage license, divorce decree, photo identification card issued by a Michigan governmental agency, or school records from a Michigan or out-of-state school, college, or university.

A complete list of acceptable documents is available on the Secretary of State Web site, at branch offices, or through the Department of State Information Center (DSIC). Please see the back cover of this booklet for the DSIC telephone number.

- If you are age 18 or older, you must present at least one Primary Group document and two other documents from the Primary or Secondary groups.

- If you are under 18, and applying for a Graduated Driver Licensing Level 1 License or a state identification card, you must present at least one item from the Primary Group.

Providing Your Social Security Number

Michigan has joined all other states in requiring Social Security numbers (SSN) from everyone who applies for a driver's license. This is the result of a federal court ruling requiring Michigan to comply with the federal Welfare Reform Act and Collect SSNs so the state's Family Independence Agency can use them as a tool in child support enforcement. Michigan complied with this federal mandate only after proper safeguards were in place to protect the personal privacy of state residents.

All driver's license applicants, including teens, must provide their SSN before a license or temporary instruction permit can be issued or renewed. Federal regulations still require original Commercial Driver License (CDL) applicants to present proof of their SSN. One of the following documents must be presented as proof when applying for a CDL: a Social Security card or receipt, payroll check or check stub, W-2 form, military identification card, Social Security Administration printout, or an out-of-state CDL with an SSN.

A person who has never been issued an SSN must certify to that fact when applying for a driver's license. Individuals who make a false statement regarding their SSN on the application are subject to imprisonment for not less than one year nor more than five years, or a fine of not less than \$500 nor more than \$5,000, or by both fine and imprisonment. The individual's license or permit will also be suspended.

If you are unable to provide this information, the Secretary of State cannot process your driver's license application. If you do not have an SSN or need information about obtaining a duplicate card, you should:

- Call the Social Security Administration at (800) 772-1213 (voice); (800) 325-0778 (TTY).
- Visit your local Social Security Administration office.
- Access the Social Security Administration Web site at www.ssa.gov.

Physical Standards

The Secretary of State branch office staff will ask you a few general health questions as part of the screening procedure. Your application may be denied pending additional medical information should there be any question about your physical condition and your ability to operate a motor vehicle safely.

Vision Test

You will be given a vision test to determine if your vision meets minimum standards. If corrective lenses, such as glasses or contact lenses, are needed to pass the test, your driver's license will show you must wear them while driving. If you fail the vision test, your eye-care specialist must complete a vision statement documenting that you meet the vision standards.

A favorable vision statement means a driver's license can be issued. Sometimes special driving limitations, such as "daylight driving only," will be required if indicated by the vision statement. If the vision statement is not favorable, your driver's license application will be denied.

Knowledge Test

If you have never been licensed, you will be given a knowledge test to determine how well you know Michigan traffic laws and safe driving practices. Applicants age 18 or older will be given this test at the Secretary of State branch office when applying for a Temporary Instruction Permit. Teens in the Graduated Driver Licensing program must pass a knowledge test as a part of the Segment One driver education class.

If you are required to take a knowledge test for your original operator's or chauffeur's license, arrive at the Secretary of State branch office at least one hour before closing to allow sufficient time to complete the test.

If you have difficulty speaking or reading English, branch office staff will provide a list of available spoken language interpreters. Knowledge tests are also available in many languages. Please contact the branch office in advance to obtain a list of interpreters. Hearing-impaired customers can request a sign language interpreter in advance of a branch office visit or may use an interpreter they know.

Temporary Instruction Permit (TIP)

A Temporary Instruction Permit (TIP) allows you to practice driving with a licensed adult for up to 180 days. A TIP is issued if you are age 18 or older and:

- You have never been licensed.
- Your license expired more than four years ago.
- You hold an expired out-of-country driver's license from a country other than Germany or Canada.

If your driver's license is expired for less than four years, a TIP is optional.

Before obtaining a TIP, you must pass vision, written knowledge, and road sign tests. After practicing your driving with a licensed adult for at least 30 days, you are eligible to apply for a Michigan driver's license. The 30-day practice period is waived if you have previously had a driver's license. A road skills test must be taken before you can apply for a driver's license.

Road Skills Test

You will need to take a road skills test if:

- You are applying for a Level 2 License under Graduated Driver Licensing.
- You are age 18 or older, have never been licensed and are applying for an original driver's license.
- Your last driver's license has been expired for more than four years.
- You hold a driver's license from a country other than Germany or Canada.

The road skills test may be waived if you are converting a driver's license issued by another state, Canada, or Germany.

Eligibility requirements for taking a road skills test differ depending on your age.

If you are under age 18, you must have:

- Completed Segment Two of Graduated Driver Licensing.

- Logged at least 50 hours of supervised driving, including 10 hours at night.
- Held a Level 1 License for at least 180 days.
- Not had any convictions, civil infractions, license suspensions or at-fault crashes during the 90-day period immediately preceding your road skills test and application for your Level 2 License.

If you are age 18 or older, you must:

- First obtain a Temporary Instruction Permit before taking a road skills test. You may be required to complete a 30-day practice period.

Road skills tests are administered by independent third-party testing agencies approved by the Secretary of State. A list of approved third-party testing agencies is available at all branch offices and from the Secretary of State Web site. Be sure to ask the third-party testing agency you choose about their fees before scheduling your test. The Secretary of State does not set the road skills test fee.

Applicants who are hearing impaired or not fluent in English may use an interpreter during the road skills test. The interpreter will be required to present photo identification to the examiner and may only interpret the instructions as the examiner gives them. Lists of approved sign language and foreign language interpreters are available through the department. Applicants may also bring their own interpreters. For more information, please call (517) 322-1460.

The first part of the road skills test requires you to pass a series of off-street, closed-course maneuvers. After passing the first part, you must then pass an on-road driving test to receive your road skills certificate. The road skills test includes urban, expressway, rural highway, and residential driving.

Complete study information is provided in the Secretary of State publication *Road Skills Test Study Guide* available at any branch office, or on the Secretary of State Web site. You should review this study guide thoroughly before taking the road skills test.

Restricted License Due to Disability or Illness

When applying for an original or renewal driver's license, you may be requested to provide a Physician's Statement of Examination. A vision statement may be requested in some cases. A physician licensed in Michigan or another state must complete the physician's statement. A physician's statement is required if the Secretary of State has reason to believe you have had a fainting spell, blackout, seizure, or other loss of consciousness in the preceding six months. For a chauffeur or commercial driver's license, you must not have had any blackouts, fainting spells, or seizures within the last 12 months.

A physician's statement is also needed for any physical or mental infirmity, impairment, disability, or disease that may affect your ability to drive safely. A physician must accurately describe your condition, including any disability or illness, and any medications you have been taking. The form must be returned within 45 days to the Michigan Department of State, Lansing, Michigan 48918-1601. The Secretary of State Driver Assessment and Appeal Division will review the physician's statement to determine if you meet Michigan's physical and mental standards.

- If a physician's statement does not indicate a physical or mental impairment is present, and if all other standards are met, an unrestricted driver's license may be issued.
- If a physician's statement indicates a physical or mental condition is present that may affect your ability to drive safely, a restricted driver's license limiting when or where you can drive may be issued.
- If a restricted driver's license is issued because of a disability or illness, a periodic driver reexamination may be required.
- If a physician's statement indicates a serious physical or mental condition at the time you renew your driver's license, you will be required to attend a driver reexamination. The reexamination will evaluate your ability to operate a motor vehicle safely. Every effort will be made to help you keep your driver's license and continue to drive safely. If you have such a condition and are

renewing your license, please begin the renewal process several weeks before your license expires to allow adequate time for processing.

Changing Information on Your License

Make sure your driver's license shows your correct name and residential address. If you need to change your name on your driver's license, bring your license and proof of the name change, such as a marriage certificate, divorce decree, or legal name change document to a Secretary of State branch office. The name change will be processed and a new driver's license will be issued for a fee.

Michigan law requires that your driver's license address correspond to your residence and match the address on your voter identification card. You may submit a change of address either at a Secretary of State branch office or by mail. If you are submitting a change of address at a branch office, bring your driver's license. You will be given a sticker with your new address for the back of your driver's license. There is no charge for this service.

You may also submit a change of address by mail. Change-of-address forms are also available on the Secretary of State Web site. Complete the form and mail it to the address provided.

When you submit a change of address, the procedures for updating your voter registration address will also be explained. Your driver's license may be suspended if you fail to change your address with the Secretary of State.

The Decision To Give Up Driving

Choosing to give up your privilege to drive can be a difficult decision. When you finally decide to "leave the driving to someone else," return your driver's license to a branch office, where you may obtain a state identification (ID) card. The state ID card is free to those ages 65 or older. Those under age 65 applying for a state ID card must pay a fee, unless your driving privilege was denied due to a physical or mental disability. A state ID card is used in place of the driver's license for identification purposes.

Graduated Driver Licensing (GDL)

Under Graduated Driver Licensing (GDL), teen drivers under age 18 must complete two segments of driver education classroom instruction and meet the requirements for each of the three GDL licensing levels. Driving privileges are increased at each new licensing level as the teen driver gains greater skill and confidence. Graduated Driver Licensing requirements, driving privileges, and driver education requirements are outlined on pages 17-20. Parents or legal guardians of teen drivers will find additional information in the booklet *Michigan's Graduated Driver Licensing: A Guide for Parents*. This publication is available on the Secretary of State Web site, at branch offices by request, and is distributed to driver education classes.

Driver Education Certification

Teens may enroll in driver education at age 14 years, 8 months. Teens are required to complete a two-segment driver education course. These segments provide information about traffic safety, basic vehicle operation, and laws and regulations, as well as on-the-road driving experience. For additional information about Graduated Driver Licensing, please visit the Secretary of State Web site at www.Michigan.gov/sos.

Parental Consent and Support

The Secretary of State is working with parents to help ensure teen drivers become safe and courteous drivers. As a parent or legal guardian, you are often the best judge of your teen driver's progress, skill, and maturity behind the wheel. Involvement from you is crucial to the coaching, learning, and driving experience of your teen driver so he or she becomes a safe driver. Although Graduated Driver Licensing (GDL) requires teens to complete 50 hours of supervised driving, you are encouraged to provide supervision beyond this minimum.

The Secretary of State will notify you by letter if your teen driver is convicted of violating the terms of his or her GDL license or failing to display a valid GDL license.

You also have the legal right to request that your teen be held at a certain GDL level, dropped back a level, or have all driving privileges canceled if you believe your teen is not ready to handle certain driving responsibilities. Forms for changing the

status of your teen's GDL driving privileges are available at any Secretary of State branch office. GDL ends for all teens at age 18.

Graduated Driver Licensing Summary

Driver Education—Segment One

Graduated Driver Licensing requires drivers under age 18 to complete two segments of driver education. Segment One must include:

- 24 hours of in-class instruction.
- 6 hours of behind-the-wheel instruction.

A teen must be 14 years, 8 months old to enroll in a Segment One driver education course.

Once a teen successfully completes Segment One, a green Michigan Department of State Segment One Certificate of Completion is issued by the driver education instructor. The certificate of completion is not a permit to drive and may not be used as a driver's license. The certificate, along with identification and the teen's Social Security number, must be presented when the application for the Level 1 license is made at a Secretary of State branch office.

Level 1 License

After the driver education instructor issues the **green** Segment One certificate, the teen and parent or legal guardian should go to a Secretary of State branch office **immediately** to apply for a Level 1 License. A teen must be at least 14 years, 9 months old to apply.

A parent or legal guardian must accompany the teen to sign the application. The parent or legal guardian must sign the application or the teen driver will not be issued a Level 1 License. Signing indicates parental/legal guardian approval for licensing of a minor.

The Level 1 License is a paper license. No photograph will be taken until the Level 2 License is issued.

To obtain a Level 1 License, the teen and a parent or legal guardian must go to a Secretary of State branch office and present a:

- Primary Group identification document to verify the full name and date of birth of the teen. The teen must be at least 14 years, 9 months old to apply for the Level 1 License. (See page 9 for more information about Primary Group identification documents.)
- Green Michigan Department of State Segment One Certificate of Completion.
- Social Security number.

The teen must pass the vision and health standards prescribed by the Secretary of State. A parent or legal guardian must be present to sign the Level 1 License application, granting approval.

With a Level 1 License, the teen driver may only drive while accompanied by a licensed parent, legal guardian, or designated adult age 21 or older.

Driver Education—Segment Two

Segment Two of driver education consists of six hours of classroom instruction. Driver education instructors may also provide some on-the-road driving instruction, although it is not required.

To enroll in a Segment Two driver education course, the teen must have:

- Completed a Segment One driver education course at least 90 days prior to enrolling in Segment Two.
- Obtained a Level 1 License.
- Completed at least 30 of the mandatory 50 hours of parent-teen driving, which includes 2 of the 10 hours of nighttime driving.

When the teen completes Segment Two, a white Michigan Department of State Segment Two Certificate of Completion will be issued by the driver education instructor. This certificate will be required to apply for the Level 2 License.

Level 2 License

A teen will advance from a Level 1 License to a Level 2 License, provided all of the mandatory requirements, including a road skills test, have been met. Teens must complete both Segment One and Segment Two of the driver education course to qualify for a Level 2 License. Teens cannot have a moving violation resulting in a conviction or civil infraction determination, or been involved in an at-fault crash during the 90-day period immediately preceding application. The Level 2 License requires the teen to be photographed.

To obtain a Level 2 License, teens and their parent or legal guardian must go to a Secretary of State branch office and present:

- Proof the teen is at least 16 years old. (The Level 1 License is acceptable proof.)
- The skills test certificate, verifying the teen has passed a road skills test given by a third-party tester approved by the Secretary of State.
- Proof that they have had a Level 1 License for a minimum of 180 days. If the Level 1 License is lost, please refer to page 28 for information about replacing it.
- The white Michigan Department of State Segment Two Certificate of Completion.
- A log book or other records documenting the teen's 50 hours of supervised driving with a licensed parent, legal guardian, or designated adult age 21 or older. Graduated Driver Licensing requires 10 of the 50 hours of supervised driving to be completed at night.

A Level 2 License allows teens to drive unsupervised except between midnight and 5 a.m., when a licensed parent, legal guardian, or designated adult age 21 or older must accompany them. Teens who must drive between midnight and 5 a.m. because of work are not required to have an adult with them. They should be able to provide proof they are traveling directly to or from work.

Level 3 License

A teen will automatically advance to a Level 3 License provided he or she is age 17, has met all driving requirements, and has parental authorization. This authorization is granted when the parent or legal guardian signs for the teen's Level 2 License. If the parent does not authorize automatic advancement to a Level 3 License, the teen will remain at Level 2 until the parent accompanies the teen to a Secretary of State branch office and grants authorization, or until the teen turns age 18.

If the parent has authorized the teen to automatically advance to a Level 3 License and the teen has successfully met all licensing requirements, the Level 3 License will be mailed to the teen. There is no need to go to a branch office.

To obtain a Level 3 License, the teen must:

- Be at least age 17.
- Have driven at Level 2 for a minimum of six months.
- Have completed 12 consecutive months of driving without a moving violation, an at-fault crash that resulted in a moving violation, a license suspension or a violation of a Graduated Driver License restriction.

A Level 3 License grants full driving privileges. Graduated Driver Licensing ends for all teens at age 18.

Probationary Program

New drivers, including teen drivers under Graduated Driver Licensing (GDL), are placed on probation for a minimum of three years. The probationary period is a way for the Secretary of State to monitor the driving performance of new drivers. Probation is a separate program from GDL, but works like GDL to encourage new drivers to reduce their crash risk and drive safely.

Traffic Violations While on Probation

Each traffic violation posted on your driving record during probation will result in a contact by the Secretary of State. If your driving record shows unsafe driving behavior, including speeding, stop sign violations, and crashes, you may be required to undergo a driver assessment reexamination. At a driver

assessment reexamination, a restriction, suspension, or combination of both may be imposed on your license.

Probationary licensing controls will also extend the time a young driver holds a Graduated Driver Licensing Level 1 or 2 License. The purpose of probationary licensing controls is to reduce the risk of a traffic crash and encourage safe driving.

Ending Probation

To complete probation, you must drive the last 10 months of your probationary period without receiving any tickets or driver's license suspensions, or causing any crashes. Failure to do so will automatically extend your probation until you can demonstrate you are a safe driver by remaining violation and crash free for a 10-month period.

The first two years after probation are called post probation. You are subject to a driver reexamination during this time if you have nine or more points and an alcohol-related ticket or crash, or other at-fault crash.

Points placed on your driving record during probation or post probation are not automatically erased when probation and post probation end. Points remain on your driving record for two years from the conviction date. If you have 12 or more points on your driving record, you will be required to attend a driver assessment reexamination, regardless of whether those points were issued during probation or post probation.

For additional information about probation, visit the Secretary of State Web site.

Other Licenses and Endorsements

Most Michigan drivers will only need an operator's license. However, professions such as taxi driver, school bus driver, or commercial truck driver require special licensing and endorsements.

Commercial Driver License

Before you can operate commercial motor vehicles of the types listed below, you must be at least age 18, have been suspension free for 36 months prior to the date of application, and have the appropriate Michigan Commercial Driver License (CDL) group designation on your driver's license. A commercial vehicle endorsement will be required in addition to a group

designation when operating double trailers, tank vehicles, vehicles carrying hazardous materials, commercial buses, and school buses. Drivers applying for or renewing a CDL with a hazardous materials endorsement must undergo federal background and fingerprint checks. For more information about the hazardous materials endorsement requirements, visit the department's Web site or refer to the *Michigan Commercial Driver License Manual*.

You must provide proof of your Social Security number and possess the appropriate medical card or medical waiver. Knowledge, vision, and skills tests are also required. You will need a CDL with the proper group designation to operate the following vehicles:

Group A:

- Combination vehicles that tow trailers or other vehicles with a Gross Vehicle Weight Rating (GVWR) of 10,001 pounds or more when the gross combination weight rating is 26,001 pounds or more.

Unless certain restrictions or additional endorsements apply, the Group A designation allows the operation of Group B and Group C vehicles.

Group B:

- A vehicle with a GVWR of 26,001 pounds or more.
- May tow trailers or other vehicles with a GVWR of 10,000 pounds or less

Unless certain restrictions or additional endorsements apply, the Group B designation allows the operation of Group C vehicles.

Group C:

- Vehicles designed to transport 16 or more persons (including the driver) or that carry or tow hazardous materials in amounts requiring placards (and the HazMat endorsement) that fall under the following GVWR:
 - Less than 26,001 pounds.

- Less than 26,001 pounds towing trailers or other vehicles.

CDL Temporary Instruction Permit

A CDL Temporary Instruction Permit (TIP) allows you to practice driving only under the supervision of a CDL driver licensed with the appropriate group designation for the type of commercial vehicle you are operating. A CDL TIP may be obtained if you have been suspension free for the 36 months prior to making an application and after passing all the required knowledge tests. A CDL TIP is valid for 180 days from the date of issue. There is no minimum time you must have a CDL TIP before taking the skills tests.

All CDL applicants must show a valid Michigan operator or chauffeur photo driver's license, along with the appropriate CDL TIP before taking their CDL skills test. If the applicant is converting to a chauffeur-based driver's license, a "clipped" Michigan operator photo driver's license with the temporary chauffeur's permit is acceptable.

All out-of-state CDL applicants must wait until they receive their Michigan operator or chauffeur photo driver's license to take the CDL skills test. Skills tests are administered by third-party testing agencies—public or private agencies authorized by the Secretary of State. A list of approved third-party testing agencies is available at any Secretary of State branch office or from the Secretary of State Web site.

Additional CDL Information

Contact a Secretary of State branch office for information about specific CDL exceptions for active duty military (including the National Guard), firefighters, police officers, and farmers. Applicants may request a copy of the *Michigan Commercial Driver License Manual* from any Secretary of State branch office or download a copy from the Secretary of State Web site. The CDL manual contains all the information needed to study for your CDL written and skills tests.

For information about other commercial driver qualifications, including the physical/medical requirements contact:

Trucks and Commercial Buses

Michigan Trucking Association
1131 Centennial Way
Lansing, MI 48917
(517) 321-1951
www.mitrucking.org

Michigan Center for Truck Safety
Suite 2
1131 Centennial Way
Lansing, MI 48917
(800) 682-4682

School Buses

Michigan Department of Education
Grants Coordination and School Support
P.O. Box 30008
Lansing, MI 48909
(517) 373-1806
www.michigan.gov/mde

Chauffeur License

You must be at least age 16, have completed driver education, and passed a chauffeur's license knowledge test before a chauffeur's license can be issued. A chauffeur's license is required if you:

- Are employed for the principal purpose of operating a motor vehicle or combination of vehicles with a Gross Vehicle Weight Rating (GVWR) of 10,000 pounds or more.
- Operate a motor vehicle as a carrier of passengers or as a common or contract carrier of property.
- Operate a bus, school bus, taxi, or limousine.

Drivers operating single vehicles or vehicles in combination with a GVWR or GCWR of 10,000 pounds or more must also meet Michigan's Commercial Driver License (CDL) requirements, including possession of the appropriate medical card or

medical waiver. If a CDL group designator or endorsement is required, it will be added to the chauffeur's license.

Certain operations are exempt from requiring a chauffeur's license, including operating a motor vehicle for a volunteer program when you only receive reimbursement for the vehicle's operating costs; operating a motor home for personal use; or, if you are a parent, shuttling students to and from school and school-related events. For more information, please refer to the brochure *Your Michigan Chauffeur License* available at Secretary of State branch offices or from the Secretary of State Web site.

Moped License

If you have a valid operator's or chauffeur's license, you are allowed to operate a moped on public roadways. If you do not have a valid operator's or chauffeur's license and are at least age 15, you may apply for a moped license at a Secretary of State branch office. You are not eligible for a moped license if your operator's or chauffeur's license is suspended, revoked, or denied—unless the suspension is for a medical reason. For more information, obtain a copy of the brochure *Riding A Moped Safely* at a Secretary of State branch office or from the Secretary of State Web site.

Motorcycle Endorsement

To operate a motorcycle on public roads, you must have a valid Michigan driver's license with a motorcycle endorsement. The fee for the motorcycle endorsement is added to your driver's license fee.

To obtain a motorcycle endorsement you must:

- Pass a motorcycle knowledge test at a Secretary of State branch office.
- Complete a motorcycle safety course approved by the Michigan Department of State OR pass a motorcycle skills test administered by a third-party testing agency approved by the Secretary of State.
- If you fail the skills test twice, you must present proof of passing an approved motorcycle safety course.

- If you are age 16 or 17, you are required to complete a motorcycle safety course.

A motorcycle Temporary Instruction Permit (TIP) is issued if you are at least age 16 and hold a valid Michigan driver's license or driver's license TIP. Applicants ages 16 and 17 must present proof of enrollment in, or completion of, a motorcycle safety course. This requirement may be waived if you have a valid license or endorsement to operate a motorcycle from another state.

A motorcycle TIP is valid for 180 days. When using a motorcycle TIP you must be under the constant visual supervision of a licensed motorcycle operator at least age 18. While using a motorcycle TIP, you may not carry passengers or operate your motorcycle at night.

For more information about motorcycle safety classes or motorcycle endorsements, obtain a copy of the *Michigan Motorcycle Operator Manual* from a Secretary of State branch office or visit the Secretary of State Web site.

Recreational Double R Endorsement

A "recreational double" is a pickup truck pulling a fifth-wheel trailer designed for recreational living purposes, with a second trailer attached to the rear of the fifth-wheel trailer. The pickup truck must have a towing rate equal to, or greater than, the total weight being towed. The total length of the combination cannot exceed 65 feet.

To operate a recreational double, you must have an "R" endorsement on your driver's license. Anyone age 18 or older with a valid driver's license may apply for this endorsement at a branch office. A knowledge test is required. There is no skills test.

Drivers holding a Group "A" CDL with a "T" double trailers endorsement can operate a recreational double without the "R" endorsement. (Triple trailers are not permitted in Michigan.) For more information, obtain a copy of the brochure *A Recreational Double Endorsement* at a Secretary of State branch office or visit the Secretary of State Web site.

Renewing Your Michigan Driver's License

The Renewal Process

A driver's license is usually valid for four years and expires on your birthday in the year shown on the license's upper right corner. If you are under age 21, your driver's license expires on your 21st birthday.

To remind you to renew your driver's license, the Secretary of State sends a renewal notice about 45 days before expiration. The renewal notice is sent to the address listed on department records. Do not let your driver's license expire unless you will no longer be driving. Driving without a valid license is illegal.

If you renew your operator's license after its expiration date, you will pay a late fee in addition to the regular renewal fee.

A driver's license will not be renewed if your driving record shows six or more unpaid parking tickets, or if your driver's license has been suspended or revoked.

When renewing your driver's license at a Secretary of State branch office, a vision screening will be given. A new photograph will also be taken.

Cash, checks, and money orders are accepted at all branch offices. PLUS offices and SUPER!Centers also accept Discover credit cards at the counter. Find the Secretary of State branch office nearest you by using the department's Branch Office Locator on its Web site.

Convenient Renewal by Mail

You are eligible to renew your driver's license by mail if your last renewal was completed at a Secretary of State branch office, you do not hold a commercial driver's license and you are not listed on the sex offender registry. If your renewal notice states "You cannot renew your license by mail," you must renew at a Secretary of State branch office. Renewal by mail is easy. Payment must be made by check, money order, or Visa, Mastercard or Discover credit cards. To register to vote, or update a voter registration, complete and return the form enclosed with your renewal application.

After renewing by mail, your next driver's license renewal must be completed at a Secretary of State branch office.

If your physical or mental condition has changed and affects your ability to drive since you last renewed, you must renew

your license in person at a branch office. Your physician may have to complete a *Physician's Statement of Examination* form attesting to the impact your condition has on your driving ability. This form is available on the Secretary of State Web site. Plan to renew at least two weeks before your current license expires. If your operator's license is expired at the time you renew, you will be assessed a late fee in addition to the regular renewal fee.

If you have a Commercial Driver License (CDL), you cannot renew by mail. You must go to a branch office for a vision test and to have your eligibility checked through state and national driver records. A hazardous materials endorsement may not be renewed or transferred from another state until you successfully complete federal background record and fingerprint checks. Please visit the Secretary of State Web site for more information, including a list of agencies providing the fingerprint check.

Motorists with a CDL whose driving privilege has been suspended, revoked, canceled or denied in Michigan or any other state will not be able to renew their CDL until the matter is resolved.

Special Renewals

Duplicate License: If your driver's license has been lost, destroyed, mutilated, or is illegible, apply for a duplicate at a Secretary of State branch office. Identification documents are required to issue a replacement license, such as certified birth certificates, U.S. or Canadian passports, marriage licenses, and photo identification cards issued by a Michigan governmental agency. Contact a Secretary of State branch office for a complete list of acceptable documents and specific requirements. Only original documents will be accepted. Photocopies and facsimiles are not adequate proof. You may also renew your driver's license at the same time if your license expires within one year.

Early Renewals: A driver's license may be renewed up to six months early at a branch office if you are unable to renew it on time for any reason.

Out-of-State Renewal by Mail: If you are a Michigan resident temporarily residing out of state and cannot return to Michigan to renew your driver's license, you may renew it by mail or choose to get a special driving permit, depending on the circumstances of your particular situation.

With the permit, your driver's license is valid for up to 180 days after its expiration while out-of-state. Upon your return to Michigan, you must immediately renew your driver's license at a Secretary of State branch office.

To request a special driving permit application form, please provide the following information in writing: your first, middle, and last names; date of birth; driver's license number; home and out of-state addresses; and length of time expected to be out of Michigan. Mail your request to the Secretary of State at:

**Michigan Department of State
Out-of-State Resident Services
7064 Crowner Drive
Lansing, Michigan 48918-1502
Telephone: (517) 322-1473**

License Lost While Out of State: If you are out of state and lose your driver's license, you may request a temporary extension permit good for 180 days that allows you to drive back to Michigan. As soon as you return, you should immediately apply for a new driver's license at a Secretary of State branch office.

To request the special driving permit, please follow the instructions for obtaining a permit under Out-of-State Renewal by Mail.

Military Personnel and Dependents: If a driver's license expires while you are on active duty in the U.S. military, it remains valid until 30 days from the date of your next leave, or until 30 days after your discharge, whichever comes first. Military personnel driving on an expired license should carry their active duty identification card, leave, or discharge papers.

If you are on duty out of state, you may renew your driver's license using out-of-state renewal by mail procedures if your digital photograph and signature are on system. Michigan residents in the military who are stationed in Michigan must renew their driver's license using the same procedures in-state drivers follow. The driver's license of a military dependent is

not granted the extension allowed for military personnel. However, a dependent's license may be renewed by mail, provided a digital image and signature is on system and the license was not last renewed by mail.

Driving in a Foreign Country

For most travelers planning a vacation or business trip abroad, a Michigan driver's license or an International Driving Permit is sufficient to drive in a foreign country. AAA and the National Automobile Club (NAC), an affiliate of the American Automobile Touring Alliance, are the two organizations authorized by the U.S. Department of State to issue International Driving Permits.

To obtain an International Driving Permit, you must be at least 18 years old and have a valid driver's license. International Driving Permits are valid for one year and accepted in more than 150 countries. They are not a substitute driver's license, but a supplemental document providing a translation of your driver's license information. International Driving Permits are not valid in the country that issued them. Contact your local AAA branch office or visit the NAC Web site at www.nationalautoclub.com for more information.

Obtaining a French or German Driver's License

If you plan to live in France or Germany for one year or more, you may take advantage of the driver's license reciprocity agreements Michigan has with these countries. Reciprocity agreements allow Michigan residents to waive many or all of the requirements for obtaining a driver's license issued in that country.

To obtain a French or German driver's license, submit the following to the American Embassy in France or Germany:

- Official identification such as an identity card, passport, or local residency certificate.
- A recent photograph.
- Your Michigan driver's license translated into French/German.
- A statement written and signed by you stating your Michigan driver's license is valid.

There may be additional criteria, such as passing a written test or a road test, which must be met before a French driver's license is issued. Check with the American Embassy in Paris for more information. If you wish to obtain a driver's license issued in a country that does not have a reciprocity agreement with Michigan, you must fulfill all of that country's requirements before the license will be issued.